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Approved For Release 2001/04/01 : CIA-RDP83-00500R000100020006-6

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Assistant Director for Operations

DATE: 8 August 1958

FROM : Acting Chief, Foreign Documents Division

SUBJECT: FDD Monthly Progress Report -- July 1958

ADMINISTRATION

25X1A

1. The number of personnel charged against ceiling as of 31 July was [REDACTED]

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2. On 23 July Mr. George G. Carey, AD/O, visited the branches in the Division. On 24 July [REDACTED], DAD/O, visited the USSR Branch in the first of a series of calls on the branches.

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[REDACTED]

4. At the first meeting of the CIA Panel on Exploitation held in FDD on 8 July agreement was reached on the general objectives of the group.

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5. A meeting was held on 21 July with [REDACTED] Personnel Evaluation Division, OP, and [REDACTED] Office of the DD/I, regarding flexible T/O procedure.

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6. Awards for language proficiency were presented to the following

[REDACTED]

7. Division officers met with [REDACTED] Technical Accounting Staff, to discuss cost accounting procedures for FDD field operations.

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8. During the month, FDD personnel worked 379 hours of voluntary overtime.

9. A request has gone forward to Physical Security Division to permit open-shelf storage of "Official Use Only" material.

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STATSPEC

10. A study was made during the month on fiscal commitments of [REDACTED] and a detailed revision of the program was planned to effectively meet budget limitations.

11. Division Rumanian and Polish language-training courses were begun on 14 July with five and six students, respectively.

OPERATIONS

STATSPEC

1. The second and third meetings of the Committee on Exploitation of Foreign Language Publications met on 11 and 25 July, respectively. At the second meeting the exploitation programs of the National Science Foundation, National Institutes of Health, Office of Technical Services, Air Force, and United States [REDACTED] were presented by their respective representatives to provide the Committee with an over-all view of the scope and coverage of existing facilities.

The review of the scientific and technical program was begun at the third meeting. The next meeting is scheduled for 22 August.

2. Reference to the CTS Index prevented 122 cases of duplication totaling 7,303 pages.

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[REDACTED]

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4. [REDACTED] of the Senior Research Staff on International Communism visited the Division to arrange FDD support of two impending SRS projects.

5. On 18 July, Division officers met with Messrs. Helmut E. Landsberg and W. H. Haggard of the Weather Bureau, Department of Commerce, to coordinate the translation efforts of the Weather Bureau with the IAC agencies' programs.

6. On 11 July the first issue of the "Scientific Information Report" in its new CIA/OTS cover was disseminated.

7. Commendations received in the Division during the month included appreciation for the self-contained language training material in several languages assembled by [REDACTED] thanks for a very rapid translation of a Russian paper on gyros, and a highly favorable comment on the new scheduled report on Soviet education.

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8. Extra-CIA liaison during the month included supplying material on Yugoslav transportation for an NIS chapter and advising on new Czech and Polish technical dictionaries for an expanded Air Research Division project at Library of Congress.

25X1A 9. Special linguistic service was furnished during the month in Rumanian, Arabic, Persian and Urdu; a reverse translation of communications material was made into 32 foreign languages; 25X1A  
25X1A [redacted] served as interpreter and escort for a visiting delegation of industrial chemists; and [redacted] escorted a group of [redacted] engineers on a tour of US installations. 25X1A

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10. Outstanding reports:

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FDD Translation 710 -- Report [redacted] Work of Academy of Sciences USSR [redacted] progress, status, and plans of USSR science [redacted] 25X1A

FDD Summary 1816 -- Information on Soviet Education (1) (current developments on all levels of instruction in all fields)

FDD Translation 711 -- Administrative Divisions of China, 1957 (all revisions in administrative structure down to the hsien level from latest available official sources)

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[redacted]  
Acting Chief, Foreign Documents Division

Enclosures:

1. Statistical Report on FDD Operations
2. Details of Personnel Actions

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